

Division for the Visually Impaired (DVI)  
Business Enterprise Program (BEP)  
Blind Vendors Committee (BVC)  
1901 N. DuPont Highway  
New Castle, DE 19720

## August 30, 2018 Meeting Minutes

### Roll Call:

Wayne Marsh, Blind Vendors Chairperson; Anthony Paolini Blind Vendor; Gary Pizzolo, Blind Vendors CoChair; Rob Schmidtkofer, Division for the Visually Impaired; Andy Kloepper, Division for the Visually Impaired; Mark Ridenour, Division for the Visually Impaired; Olufunso Ogunsola, Division for the Visually Impaired; Jill Morrison, Division for the Visually Impaired; Michele Hamilton, Division for the Visually Impaired

### Rules of Engagement:

Rob Schmidtkofer reviewed the Rules of Engagement.

### Approval of Minutes:

The Committee agreed to table the July 26, 2018 meeting minutes to the next scheduled meeting on October 25, 2018, as not everyone had the opportunity to review them.

### Discussion and recommendation for 9606:

Participants continued on the discussion from the meeting of July 26, on the exclusions of Section 9606, which included:

- colleges, prisons, DELDOT, State Parks (commission paid to DSU)
- commission paid to Delaware State Police (Troop 6 and Troop 2),
- rent and commission paid to DELDOT
- arbitration procedures and the mechanisms in place

The Committee requests to have Terry Smith clarify if he is providing the verbiage for the revisions for Delaware Code Title 16 Section 9606 or recommending the entity to do so.

### Accounting Firms:

Olu Ogunsola will present quotes regarding payroll. Wayne Marsh, Chair, will provide the specifics regarding payroll quotes to Olu prior to the meeting of October 25, 2018.

Discussion developed on BEP operators coming off state payroll, State Pension verbiage and IRS rules.

### Policies:

Final review of the Vendor payroll and Accounting policy required before submitting to John Taylor. Three new policies requested of Andy Kloepper to draft:

- 1) Operator Assignments
- 2) Training
- 3) Location/on-site requirements.

DTCC Cafeteria:

Discussion of terminating the contract for December 21, 2018.

Smyrna Rest Area:

Continues to show promise, first time this year that the gift shop made a profit, checking statistics to see if closing Wednesdays is beneficial.

Healthy Vending:

Taste testing scheduled for DMV- New Castle on September 25, 2018 and at DOL Wilmington on September 27, 2018 (Anthony Paolini sites).

Fiscal Accounts:

Committee agreed to table discussion until October 25, 2018 meeting.

Strategic Planning:

Operator training scheduled for September 27, 2018

Public Comment:

No Public Comment

Next Meeting:

October 25, 2018

10:00 A.M. - 12:00 P.M.

Adjournment:

The meeting adjourned at 12:00 P.M.

Submitted by

Michele Hamilton

Administrative Specialist

Division for the Visually Impaired